

May 12, 2014



Professional development allocations

This email was sent to each program director with their individual professional development allocations listed within the email. This information is generic and does not include those allocations.

This communication will provides you with information about your professional development (PD) allocation.

Professional Learning:

Fiscal Year 2014-15 will require fewer face-to-face trainings than in the recent past, offer more virtual opportunities for PD, and continue to help defray program costs by contracting with PD partners to host regional trainings (minimizing travel, lodging for overnights, and meal expenses). We have also been monitoring yearly PD allocation expenditures, which have indicated that much of the \$300,000 allocated to PD has gone unexpended or amended to core services at year's end. Consequently, we have adapted our PD allocation model.

We will still allocate \$300,000 to programs, however, only \$150,000 will be allotted to programs for PD. This includes a minimum of \$500 for a program's PD allocation. The other \$150,000 was re-distributed to programs through their base funding formula (*your receipt of the budget already reflects this addition*).

Therefore, the PD allocation will be designated for travel, lodging (if necessary), and meals. The re-distributed \$150,000 may be used for instructional costs, including instructional costs related to meeting PD requirements and opportunities (e.g., wages for PD activities). The unexpended funds in the PD allocation line item will *not* be amendable to another line item as the FY2014-15 year-end approaches. In other words, we'll have moved the funds (\$150,000) to core services without requiring you to go through a budget modification process.

As a reminder of PD requirements, please find three PD links estimating hours for required and optional PD offerings for your planning purposes.

- [Professional growth opportunities offered as electives](#)
- [Required professional development for FY2014-15](#)
- [Assessment refresher trainings](#)

Please contact Jacqueline Korengel, Joyce.Bullock@ky.gov, with questions pertaining to PD.

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